

SUNBURST FARMS EAST INC

Board of Directors Meeting Agenda

June 17, 2024, at 7:30 pm

Location: Desert Shadows Elementary School in the Media Center - 5858 E Sweetwater Ave, Scottsdale, AZ 85254

Community Members Concerns or Comments: Community members of SBFE are encouraged to participate in Community matters. To facilitate communications during open board meetings, a time has been set for members to present information or comments to the members of the Board. There will be time allotted for members to discuss SBFE matters. Members requesting to speak with the Board may do so on items that may be on the Agenda or Non-Agenda items. The Board will listen and take into consideration the information presented but are not required to act or respond to questions nor make comments on the issues during this time. If an item is not on the agenda, it may be addressed later in the meeting under "New Business". If the matter requires immediate action, the Board will again open the floor for discussion for that item only. Agenda subject to change.

Attendance: Desiree Marciniak

- Homeowners Concerns, Lot owners in attendance come forward to discuss concerns or other issues

Secretary

- Minutes sent to BOD for email approve via email vote to BOD. Once Minutes are approved, they will be posted on the Website
- Bank ACH and other for Bookkeeper
- Property Mgt Company review – BOD will give overview then remaining discussion will go to Executive Session

Treasurers Report/Bookkeeping

- Treasurer Report brief review and reports sent via email to the BOD for approval and final critique.
- Review Homeowner letters, emails, invoices from suppliers/contractors or other for discussion
- Delinquent property accounts and collections, legal to begin collections – to be discussed in Executive session.

Irrigation/Bridle Path Report –Dave, Jeff and Carol

- Repairs or concerns relating to irrigation system/infrastructure and/or Bridle
- Paths. Update on Bridle Path letters sent to property owners.
- Bridle Paths – fill needed for erosion and gophers, Bridle Path repair needed
- Wellsite Electrical upgrade, Panel and timeline – Dave to provide an update

Old Business

- Review of Irrigation contract, process, procedures and operations Old Business
 - Review sheets that Irrigation Contractor needs to complete for every lot
- Wellsite Filing/Cleanup
- Schedule shredding of old records at wellsite to coincide with file clean * Community involvement for shred event.
- Discussion to establish a Capital Reserve plan and budget for the community.
- Discussion in coordinating SBFE Neighborhood event at Sereno Park in Q3 of 2024 Board will close the regular meeting, excuse attendees and old Executive Session

New Business

BOD to close regular meeting and go into Executive Session to review property accounts and review of Irrigation Contractor and process.